

Summary Report for Individual Task
011-15Q-4014
Perform Duties as a Facility Rating Examiner
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - This training product has been reviewed by the training developers in coordination with the USAACE foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

Condition: As the appointed facility rating examiner in an Air Traffic Services facility in either a tactical or installation environment, given access to AR 95-2, FAAO 7220.1, TC 3-04.81, Title 14 CFR Part 65, DA Form 3479, DA Form 3479-1, FAA Form 7220-1, FAA Form 8060-4, FAA Form 8060-5, and FAA Form 8400-3, an Air Traffic Training Program (ATTP) or Facility Training Program (FTP), and the requirement to conduct facility rating examinations. Some iterations of this task should be performed in MOPP 4.

Standard: Conduct air traffic services facility ratings without error IAW AR 95-2, TC 3-04.81, and FAAO 7220.1.

Special Condition: None

Safety Risk: Low

MOPP 4: Sometimes

Task Statements

Cue: An air traffic controller under your authority as a facility rating examiner is presented as an applicant for facility rating.

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: FAAO 7220.1 is a non-APD linked reference; this publication can be found on the Federal Aviation Administration (FAA) website under "Air Traffic Plans and Publications" or by going to the following address:
http://www.faa.gov/air_traffic/publications/.

Performance Steps

1. Determine the type of rating to be issued.

- a. For control tower operations lasting less than 30-days, process applicants for a FAA Form 8060-4, Temporary Airman Certificate, for the temporary control location IAW Title 14 CFR 65, FAAO 7220.1, and AR 95-2.
- b. For control tower operations lasting greater than 30-days, process applicant for a Control Tower Operator rating for controlling location IAW Title 14 CFR 65, FAAO 7220.1, AR 95-2, and TC 3-04.81.
- c. For ATC operations at other than control towers lasting less than 30-days, process applicant for a Proficiency DA Form 3479-1 (Trainee/Controller Evaluation) for the temporary control location IAW FAAO 7220.1 and AR 95-2.
- d. For ATC operations at other than control towers lasting greater than 30-days, process applicant for an Air Traffic Control Specialist (ATCS) rating for the control location IAW FAAO 7220.1, AR 95-2, and TC 3-04.81.

2. Develop the written facility rating examination.

- a. Review the unit Air Traffic Training Program (ATTP)/Facility Training Program (FTP) for unique local requirements.
- b. For control tower ratings, develop the test IAW FAAO 7220.1 and TC 3-04.81 by selecting 50-100 questions about the facility/location from the topics listed in 14 CFR 65.
- c. For other than control tower ratings develop the test IAW FAAO 7220.1 and TC 3-04.81 by selecting 50-100 questions about the facility/location from the topics listed in FAAO 7220.1.

3. Assess applicant qualifications.

- a. Review the unit Air Traffic Training Program (ATTP)/Facility Training Program (FTP) for unique local requirements.
- b. Review applicant's DA Form 3479.
- c. Review applicant's DA Form 4186.
- d. For control tower ratings, verify the applicant meets the qualifications listed in 14 CFR 65, FAAO 7220.1, AR 95-2, and TC 3-04.81.
- e. For other than control tower ratings, verify the applicant meets the qualifications listed in FAAO 7220.1, AR 95-2, and TC 3-04.81.

4. Conduct the written examination.

- a. Brief applicant on the written examination procedures.
- b. Provide the applicant with the written examination materials and references (if allowed).
- c. Monitor the written examination.
- d. Grade the written examination.
- e. Inform the applicant of the results.

5. Conduct the practical examination.

- a. Brief the applicant on the practical examination procedures.
 - b. Monitor the applicant's performance of control skills IAW 14 CFR 65.37 and FAAO 7220.1 as applicable.
 - c. Utilize DA Form 3479-1 and FAA Form 8400-3 (as applicable).
 - d. Inform the applicant of the results.
6. Process examination documentation for a successful applicant.
- a. Process applicant for a FAA Form 8060-4, Temporary Airman Certificate, for the temporary control tower location IAW FAAO 7220.1.
 - b. Process applicant for a Control Tower Operator (CTO) rating for the control location IAW FAAO 7220.1.
 - c. Process applicant for a Proficiency DA Form 3479-1 (Trainee/Controller Evaluation) for the temporary location IAW TC 3-04.81.
 - d. Process applicant for an Air Traffic Control Specialist (ATCS) rating for the control location IAW FAAO 7220.1 and TC 3-04.81.
 - e. Update examination log.
7. Process examination documentation for an unsuccessful applicant.
- a. Process unsuccessful applicant for a FAA Form 8060-5, Notice of Disapproval of Application, for the temporary control location IAW FAAO 7220.1.
 - b. Process unsuccessful applicant for a Control Tower Operator (CTO) for a FAA Form 8060-5, Notice of Disapproval of Application, IAW FAAO 7220.1.
 - c. Process unsuccessful applicant for an Unsatisfactory Proficiency DA Form 3479-1 (Trainee/Controller Evaluation) for the temporary location IAW TC 3-04.81.
 - d. Process unsuccessful applicant for an Air Traffic Control Specialist (ATCS) rating for the control location IAW FAAO 7220.1 and TC 3-04.81.
 - e. Update examination log.
8. Maintain the examination log.
- a. Record the date of examination.
 - b. Record the applicant's name.
 - c. Record the applicant's facility.
 - d. Record the written examination results.
 - e. Record the examiner's name that conducted the written examination.
 - f. Record the practical examination results.

g. Record the examiner's name that conducted the practical examination.

h. Retain the log in the unit files.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance measures are passed (P). Score the Soldier NO GO if any performance measure is failed (F). If the Soldier scores NO GO, show the Soldier what was done wrong and how to do it correctly.

Evaluation Preparation: Setup: Test this task in conjunction with other air traffic control related tasks. Brief Soldier: Tell the Soldier to perform duties as a facility rating examiner.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Determined the type of rating to be issued.			
2. Developed the written facility rating examination.			
3. Assessed applicant qualifications.			
4. Conducted the written examination.			
5. Conducted the practical examination.			
6. Processed examination documentation for a successful applicant.			
7. Processed examination documentation for an unsuccessful applicant.			
8. Maintained the examination log.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	AR 95-2	AIRSPACE, AIRFIELDS/HELIPORTS, FLIGHT ACTIVITIES, AIR TRAFFIC (RAR 001, 16 Oct 2008)	Yes	Yes
	DA FORM 3479	Training and Proficiency Record - Air Traffic Controller	No	No
	DA FORM 3479-1	Trainee/Controller Evaluation	No	No
	FAA FORM 7220-1	Air Traffic Control Specialist Certificate	No	No
	FAA FORM 8060-4	Temporary Airmen Certificate	No	No
	FAA FORM 8060-5	Notice of Disapproval of Application	No	No
	FAA FORM 8400-3	Application For An Airman Certificate and/or Rating	No	No
	FAAO 7220.1	Certification and Rating Procedures	Yes	Yes
	TC 3-04.81(FM 3-04.303)	Air Traffic Control Facility Operations, Training, Maintenance, and Standardization	Yes	Yes

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None